



Welcome to your new Macbook air. To start it up, open the lid and press the power button on the top left of the keyboard. Your Macbook air will bring you straight to your desktop. You MUST connect to the school network, set a password, install Prey, and create an Apple account; no exceptions.

### **Connecting to the School Network**

1. Navigate to the top right hand corner until you see this symbol 
2. Click the symbol and connect to the network "Padua Open"
3. Go to [mail.paduaacademy.org](mailto:mail.paduaacademy.org) and login to check your Padua Academy e-mail. You should have a message from [fstinchcombe@paduaacademy.org](mailto:fstinchcombe@paduaacademy.org) containing your unique wireless key.
4. Copy this key. Be sure to copy all 64 characters! Do not copy the "PSK:" section.
5. Navigate back to the wireless settings. 
6. Connect to the "Padua Student" network.
7. Paste the key into the "Password" field and click Join.

### **Setting a Password**

1. Open System Preferences (Gear icon on the dock).
2. Click Users and Groups.
3. Click Change Password.
4. Leave the Old Password field blank.
5. Type the New password. Make it secure, but memorable. Be sure to mix numbers and letters. Symbols are another easy way to make passwords memorable.
  - a. A good system is to choose two concepts you know, then introduce randomness. For example, I can take my grandparents' nicknames and my year of graduation and create Tom13!Pat. This is easy for me to remember, but to a computer it is very, very complex. Two capital letters, a symbol, and two numbers make this password very strong.
6. Type the New Password again in the Verify box.
7. The password hint is optional, but highly recommended. *Do not just type your password in this box!* Use just enough information to jog your memory in case you forget.
8. Click the Change Password Button.
9. Now click the Login Options button at the bottom left.
10. Click the lock at the bottom of the window and type your login password. This is a security measure to protect your settings.
11. Set Automatic Login to Off. It is a drop down box.

Now when you turn on your computer, you must click the User Bubble with your name on the login screen and enter your password. This is done for your safety and security. You must have a password on your Macbook!

### **Installing Prey**

Your Macbook is an investment, and you should protect it. Prey is an open-source anti-theft program that helps you do just that. You must install Prey and create a Prey account.

To install Prey:

1. There is a Downloads folder on your dock.



2. Click the folder, then click the file named **prey-0.5.3-mac.dmg**.
3. When the window with two choices comes up, double click the installer. It is marked with an eagle.
4. Select Prey + Control Panel and click next.
5. You are a new user. (If you happen to have an existing Prey account with slots free, you may use this.) Select New User and click next.
6. Input your Padua Mail address and a new secure password. **Keep this information secure and accessible!** You will need it in case your MacBook is lost or stolen.
7. Input your login password at the dialog that appears. After the account is created, you are done installing Prey.

After installing Prey, you must activate your account. Log in to your Padua Mail and click the link in the email from the Prey Project. After the account is validated, log in at [preyproject.org](http://preyproject.org). You may add two more devices (smartphones, laptops, tablets, etc.) on your free account. Your Macbook Air should be visible in the Control Panel. It will be named as:

\*year of graduation\*\_\*first initial+last name\*\_\*random string\*  
ex: 13\_LQUERT\_45TY

Click on the device, then click on the configuration tab in the Control Panel. Change the OS Platform/Version to Lion 10.7. Click Save Changes, and your Prey account is ready to use. Prey is not constantly running, but will activate when you log on to your account and mark the computer as stolen. If your laptop is ever lost or stolen, notify the IT Department immediately. They will help you activate Prey's tracking features and help you get your laptop back safely.

### **Creating an Apple Account**

An Apple Account will help you get the most out of your Macbook. You will be able to buy apps and install free apps (many of which are high quality) to make your school experience more productive. If you already have an Apple Account, you may use it. (If you buy apps for an iPod/iPad, or buy music off iTunes, then you have an Apple Account.)

To Create an Apple ID:

1. Go to [appleid.apple.com](http://appleid.apple.com).
2. Fill in your Padua Mail address, a secure password, secret question, name, address, captcha, and the check box.
3. Click Create Apple ID.